



JOB DESCRIPTION

Job Title:	Wildlife Assistant
Location:	National Wildlife Rescue Centre, Fishcross, Alloa
Reports To:	Wildlife Assistant Managers
Salary:	£23,400 per annum (AW2)

Overall Purpose of the Role:


To provide a caring and safe environment for all animals and maximise their comfort in the National Wildlife Rescue Centre by maintaining a high standard of animal husbandry. To work for the rehabilitation of wild animal casualties and their integration back into the wild.

Key Responsibilities:

- Model the Society's values, Committed, Compassionate, Professional, Expert, Collaborative and Adaptable in the workplace at all times.

Animal Welfare

- Admitting, caring for, preparing for release and monitoring wildlife casualties according to centre protocols and procedures for the benefit of injured wildlife.
- Ensure that animal accommodation, isolation areas, pens, treatment rooms and exercise facilities are maintained to strict standards of cleanliness and hygiene and in line with the Society's policies on health and safety.
- Carry out care and rehabilitation procedures, as defined in centre protocols, for the benefit of injured wildlife. This involves hands on treatment, care and monitoring all sorts of creatures (requiring different approaches).
- Involvement in the release of animals back into the wild.
- Notifying management as soon as possible if an animal will not be fit for release so that, if appropriate, an animal can be euthanized to prevent further suffering.
- When directed, and appropriately trained, carrying out euthanasia competently in a compassionate and efficient manner and keeping appropriate records.
- Assisting the management by identifying animals in care that require to be moved to a different enclosure or animals that may be ready for release.

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- Where appropriately trained, ensuring medication prescribed is correctly administered, overseeing the safe handling of drugs and accurate record keeping.
 - General care and cleanliness of all areas of the National Wildlife Rescue Centre.

Teamwork/Customer Care/Communication

- Working as part of a team with other staff members and volunteers at the centre.
- Developing and maintaining good relationships with other staff, volunteers, and representatives of other agencies and members of the general public.
- Taking care of personal health and safety and that of others, who may be affected by your acts or omissions.
- Participating in and contributing to, discussion in the formulation and continued improvement of rehabilitation protocols.
- Working to help raise awareness of each species and educate about the possible risks/ numbers declining for any species.
- Training society staff, volunteers and representatives of other agencies to the standard specified in the centre protocols and procedures.
- Participating in training as the Society may determine is necessary.
- Demonstrating excellent customer care skills by dealing professionally and competently with members of the public both by telephone and in person.
- Conducting educational tours of the centre where applicable in a professional, enthusiastic and informative manner.
- Maintaining a high standard of personal conduct and appearance at all times.

Administration Duties

- Maintaining comprehensive and accurate records as required and assisting in the collation of statistics in accordance with centre protocols and procedures.
- Maintain the database so that it accurately reflects all existing wildlife in the care of the NWC.



Other Duties

- Undertake any other duties as allocated, and assist staff in other areas as required.
- Assist with the functionality and maintenance of all areas and facilities including examination room, aviaries, pools, pens, kitchen and storage areas. Support with the improvement of these areas where necessary.
- Driving, including transportation of animals, as required.

NOTE: WE RECOMMEND THAT YOU HAVE AN ANTI-TETANUS VACCINATION.

Person Specification:

	Essential	Desirable
Education & Qualifications	<ul style="list-style-type: none"> • Good standard of education 	<ul style="list-style-type: none"> • Relevant animal care qualification • Customer care qualification
Experience & Job Knowledge	<ul style="list-style-type: none"> • Practical experience working with animals • Interest in wildlife and animal welfare • A commitment to health and safety in the workplace 	<ul style="list-style-type: none"> • An understanding of and commitment to health and safety in the workplace • Experience of working in a wildlife rehabilitation centre
Job Related Skills / Competencies	<ul style="list-style-type: none"> • Excellent customer care and communication skills • Attention to detail • Good IT skills 	
Personal attributes	<ul style="list-style-type: none"> • Commitment to animal welfare • Resilient and calm approach • Act with professional integrity • Flexible • Work well within a team 	<ul style="list-style-type: none"> • A commitment to and understanding of the benefits of animal welfare education



Additional relevant criteria	Flexible with working hours with shift patterns	• Full UK manual driving licence
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